



Toppesfield Parish Council

Chairman Mr Alan Collard

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<https://e-voice.org.uk/toppesfield-parish-council>

To: Members of Toppesfield Parish Council

You are hereby summoned to attend the Annual Parish Council meeting of Toppesfield Parish Council to be held on **Thursday 3rd August 2023 at 7.30pm at Toppesfield Village Hall** for the purpose of transacting the business according to the below Agenda.

Kaaren Berry

Kaaren Berry
Clerk to Toppesfield Parish Council
28th July 2023

AGENDA

23/129. Attendance and Apologies for absence

23/130. Declaration of Members' interests in agenda items

[Members of the Council are subject to the Local Authorities (Model Code of Conduct) Order 2007(SI. 2007/1159) (The Revised Code) with the additional non-mandatory section 12(2).]

23/131. Open Session – opportunity for members of the Parish to address the Parish Council.

23/132. Minutes of the last Parish Council Meeting

(Previously circulated)

23/133. Matters Arising not on the agenda – for report only

23/134. Co-option of councillors

23/134.1 Application for co-option received.

23/135. Actions from previous meeting:

23/135.1 Clerk to seek costing for potential improvements to the parish office space.

23/135.2 Clerk to contact Cllr Schwier to find out who is the appropriate person in Highways to liaise with regarding the improvements to the pump area project.

23/136. Internal Practices and management for the Parish Council:

23/136.1 Neighbourhood Plan update (AC)

23/136.2 Joint Neighbourhood Plan (AC)

23/136.3 Update on proposed village Charity (AC)

23/136.4 Wethersfield Airfield and Asylum centre update (TR)

23/136.5 ROSPA reports and actions need to be taken (KB)

23/136.6 Work to rear of the pavilion (KB)

- 23/136.7 Toppesfield Playing Field – possibility of additional equipment to be installed (FW)
 23/136.8 Proposal to remove a dead tree from along the Causeway and its possible replacement (AC)
 23/136.9 To confirm eligibility and adopt the General Power of Competence Eligibility requires that at least two-thirds of Members were elected, and the Clerk is trained and qualified, Localism Act 2011 s1(1) (AC)
 23/136.10 Review of council policies required (KB)

23/137. Correspondence Received:

- 23/137.1 EALC Legal & County Updates, Essex County Council Highways Highlights, RCCE Essex Warbler – circulated to all Councillors prior to meeting.
 23/137.2 Essex County Council are urging residents to complete countywide Community Safety Survey to identify priorities to help tackle crime and anti-social behaviour in Essex has been launched. The survey covers all types of crime including burglary, theft, fly tipping and anti-social behaviour. The survey is open until 20 August 2023. To take part, visit: https://consultations.essex.gov.uk/equalities-and-partnership/community_safety_survey_2023
 23/137.3 Essex Highways have just launched a consultation on their Supported Local Bus Services 2024-2028. They would like to obtain people’s views to help us shape our bus network across the County. This consultation does not include the commercial bus network. The consultation commences 14 July 2023 and closes 05 October 2023. Please complete the survey online by visiting the web site <https://consultations.essex.gov.uk/iptu/2023>
 23/137.4 RCCE - 'Helping communities deliver net-zero: housing and energy'. A in-person event will be held at Anglia Ruskin University's Chelmsford campus on Tuesday 5th September, 9.30am-4.30pm. The event will showcase the latest developments in community energy and community-led housing, presented by the groups and practitioners who are developing these projects. Registration is now open and can be completed at <https://www.eventbrite.co.uk/e/helping-communities-deliver-net-zero-housing-energy-tickets-558185857927>
 23/137.5 BASICS Essex – Volunteer Immediate Care Doctors & Paramedics – request for financial assistance.
 23/137.6 Cllr R van Dulken - A public consultation on the Stansted Airport draft "Noise Action Plan" for the years 2024-28, information on which is available at <https://www.stanstedairport.com/community/>. If the Parish Council or individuals would like to comment on the draft Noise Action Plan (and if needed, take the opportunity to comment on aircraft noise in Yeldham Ward generally) please use the links in the Stansted Airport website mentioned above. The consultation period ends at the end of August 2023.

23/138. Financial Accounts:

- 23/138.1 To receive the Clerk’s Report indicating receipts and payments requiring approval (KB)

23/139. Highways:

- 23/139.1 Park Lane Car Park
 23/139.2 Potential project for the pump – information required by Highways regarding funding of project including; feasibility studies, planning, design work and the cost of the scheme.

23/140. Planning:

Application No:	Description	Address	Action
23/01698/SCR	Town & Country Planning Act 1990 (as amended), Town & Country Planning (Environmental Impact Assessment) Regulations 2017 - Screening Request (Regulation 6) – Solar Farm	Land Adjacent To Toppesfield Hall Great Yeldham Road Toppesfield	Parish council to make comments to Braintree District Council by 4 th August 2023
23/01633/LBC	Conversion and extension of holiday accommodation barn to create residential annexe.	Cust Hall Gainsford End Road Toppesfield CO9 4EB	Parish council to make comments to Braintree District Council by 15 th August 2023

23/01871/FUL	Change of use of land from agricultural to residential and the stationing of a mobile home.	Plot 1 Land Off Park Lane Toppesfield	Parish council to make comments to Braintree District Council by 24 th August 2023
23/00502/OUT	Outline Planning Permission for the construction of 1 No. dwelling with garage/carport with permission sought for Access, Appearance, Layout & scale with Landscaping reserved.	Part OS 6961 Rear Of Mission Hall Gainsford End Toppesfield	Braintree District Council planning decision: Refused
/23/01399/FUL	Demolition of former grain store and erection of 2 No. 3 bedroom cottages	Church Farm Barn Church Lane Toppesfield CO9 4DR	Braintree District Council planning decision: Granted
23/01434/FUL	Construction of agricultural building	Land East Of Meads Farm House Great Yeldham Road Toppesfield CO9 4LS	Braintree District Council planning decision: Refused

23/141. Communications:

23/141.1 Representatives for WASC and BALC to be appointed.

23/141.2 Facebook administrator to be appointed.

23/141.3 Parish Newsletter distribution and comments received (KB)

23/142. Information exchange / Items for the next agenda

23/143. Date of the next meeting:

The next Parish Council Meeting is scheduled to be held on 7th September 2023 at 7.30pm at Toppesfield Village Hall.

23/144. Close